Table of Contents

Emergency Telephone Tree and Internal Communication Policy - PURPLE

Health Department Staff Phone Numbers - BLUE

Health Department Staff Responsibilities - PINK

Media Communication Policy - GREEN

State DOH Contact Numbers - SALMON

Labs and Supply Vendors Numbers - ORANGE

Forms: - YELLOW

- Urgent Communication Update Form
- **Outbreak Information Form** (initial contact to record first line basic information from people phoning to report exposure(s).)
- **Meeting Form** (document date, time and proceedings of any meeting during outbreak or emergency)
- **Progress Notes Form** (for individual health department staff to document time, date and notes on interviews or activities)